

Texas Anchor LLC Process Service of Subpoenas
Daniel G. Garcia (210) 440-8074
Email completed form to: Daniel@TexasAnchorLLC.com or fax to (210) 239-2030

CAUSE NO. _____
Petitioner/Plaintiff: _____ § **IN THE DISTRICT COURT**
_____ §
_____ §
Respondent/Defendant: _____ § **_____ JUDICIAL DISTRICT**
_____ § **_____ COUNTY, TEXAS**

**Request for Service of Subpoena
or Subpoena Duces Tecum**

1. State name of the person to be served with a Subpoena or Subpoena Duces Tecum.. Please provide a photograph, if possible,
2. At what address or specific location is the Witness to be served?
3. Do you anticipate the Witness will elude service of a Subpoena?
4. **Is there any history of violence by the Witness against any person?**
5. Is there an alternate or business address where the Witness may be served?
6. Is there a scheduled hearing date by when Subpoena should be served?
7. Counsel for Petitioner/Plaintiff:
Name:
Law Firm:
Address:
Phone:
Fax:
Email:
8. Counsel for Respondent/Defendant
Name:
Law Firm:
Address:
Phone:
Fax:
Email:
9. Other Parties: Intervenor (if any). Witness
Counsel for Other Party/Intervenor:
Name:
Law Firm:
Address:
Phone:
Fax:
Email:

Prepared by: _____
Contact information: _____